

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS**  
**Thursday, September 17, 2015**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, September 17, at 5:30 p.m. by Rick Swalwell.

<b>Commission</b>	Heather Schebel	Rick Swalwell	Forrest Ridgway	Mike Chambers	Joe Hrdlicka
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

<b>Staff</b>	Susan Mathews <i>Parks &amp; Recreation Administrative Secretary</i>	Sally Ortgies <i>Superintendent of Parks</i>	Greg Hansen <i>Superintendent of Recreation</i>	Gary Scott <i>Director of Parks &amp; Recreation</i>
<b>Present</b>	<b>X</b>		<b>X</b>	<b>X</b>

**On Item 1. Approval of Agenda**

Hrdlicka moved to approve the agenda as presented. Schebel seconded. Motion carried.

**On Item 2. Citizen Forum**

No items.

**On Item 3. Approval of Minutes of August 20, 2015 Meeting**

Schebel moved to approve the minutes as presented. Ridgway seconded. Motion carried.

**On Item 4. Old Business**

No items.

**New Business:**

**On Item 5A. Discussion – FY 16-17 Capital Improvement Program**

Scott informed the Board that the associated costs have been updated and the timing for a few items have been adjusted for FY 16-17. Staff is looking for feedback from the Board on any items not currently listed that they believe should be included. Scott gave an overview of the items on the FY 16-17 potential list. Ridgway expressed interest in investing in multiple tennis courts in one location rather than single courts in multiple locations. Chambers inquired about the demand for lighted courts. Scott responded that the lighted courts experience the most use and are also the best for programming. Councilman Trimble expressed concern about funding projects that could be funded by the referendum. Scott responded that the referendum will include a very specific list of projects which may or may not include items at Valley View. Councilman Trimble asked about the impact of the revised Grand Avenue construction schedule on the adjacent trail timing. Scott responded that it would be likely that the trail would be delayed until the full four lanes can be completed. Councilman Trimble asked if staff have revisited the  $\frac{3}{4}$  mile standard for parks and if they have considered increasing the distance to 1 mile. Scott responded that various criteria determine the standard but that if staff were to revisit it they would likely decrease the distance to  $\frac{1}{2}$  mile. Scott stated that a meeting will be scheduled with the Facilities Committee will meet to review and discuss the FY 16-17 Capital Improvement Program before a final recommendation is presented to the Board.

**On Item 5B. Motion – Placement of Temporary Work of Public Art – Holiday Park**

Scott noted that approval of the location is a formality and it will also be reviewed and approved by the Public Arts Advisory Commission and City Council.

It was moved by Ridgway to approve Placement of Temporary Work of Public Art – Holiday Park. Chambers seconded. Motion carried.

Staff Reports:

On Item 6A. Superintendent of Parks

Ortgies not present.

On Item 6B. Superintendent of Recreation

Hansen reported that by utilizing some lifeguards from Clive, Holiday Aquatic Center was able to remain open September 5-7. He added that the same scheduled cannot be guaranteed for next year but that staff will look into all options.

On Item 6C. Director of Parks and Recreation

Scott shared that more research has been done about potential for field reservations and that will also be considered by the Facilities Committee prior to the next meeting. Scott noted that the Bicycle Master Plan Task Force will hold a City Council workshop on Monday. The Board discussed components of the Bicycle Master Plan and the Complete Streets Policy that will be discussed at the workshop. Scott stated that the Trail Gateway Art Selection Committee met with the consultant and identified five potential locations. Scott added that the next step is that the consultant will gather proposals from 10 artists for the committee to review.

On Item 7. Other Matters

Chambers asked about developments with the encroachments along the Waterford Drive greenway. Scott stated that a surveyor marked the property line and there are two half basketball courts, two sheds, some play equipment, two gardens and a couple of planting walls that are on City property. Swalwell asked if another Board member would be interested in taking his appointed place as a liaison to the Metro Trails and Greenways Committee. Chambers expressed an interested in the position. Scott responded that the official action will be added to the next Board meeting agenda. Swalwell shared that he was on Prairie View Drive and noticed that the sharrows are closer to the middle of the road than to the curb. Scott responded that there is parking allowed on the west side of the street so the sharrows are painted past where cars would potentially be parked. Swalwell asked about the status of the survey. Scott responded that the list of projects was sent two weeks ago and staff is waiting for the first draft.

Receive, File and/or Refer:

On Item 8A. City Council Communications

August 24, 2015: Resolution – Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost and Direct Advertisement of Bids – Valley View Park Basketball Courts

August 24, 2015: Motion – Approval of Professional Services Agreement – Woodland Hills Greenway Master Plan

August 24, 2015: Proclamation – Beggars Night in West Des Moines

September 8, 2015: Public Hearing – Valley View Park Basketball Courts: 1. Resolution – Approval of Plans and Specifications; 2. Motion – Receive and File Report of Bids; 3. Resolution – Approve Contract

September 8, 2015: Motion – Approval of Contract Agreement – Landscape Maintenance

On Item 8B. Des Moines MPO, Central Iowa Bicycle-Pedestrian Roundtable Packets – May, June, July, August

Chambers moved to adjourn. Ridgway seconded. Motion carried. Meeting adjourned at 6:45 p.m.

Respectfully submitted,

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Susan Mathews  
Administrative Secretary

ATTEST:

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Heather Schebel  
Advisory Board Secretary